

## **July 24, 2018 Milford Aging Services Committee Meeting Minutes**

Meeting called to order at 1:20 PM by Susan Burkey, president.

Susan Burkey indicated that the Open Meeting requirements have been met.

Roll call: Ray Hostetler, Susan Burkey, Roy Cast, Vi Stutzman, Amy Salistean, and Joyce Daake present.

Minutes of the June 18, 2018 meeting were provided to members via email. Roy Cast moved that the minutes of the June 18, 2018 meeting be accepted as published. Susan Burkey, second. All in favor. Motion carried.

Manager's report--Amy Salistean--printed copy distributed and attached

- Average daily meal count remains at 17.5 per day
  - Addition of shelf units is delayed until records stored there can be purged, following Record Retention Guidelines.
  - Volunteers will manage the Sr Center August 16, 17, 23 & 24.
- Roy Cast moved to accept the Manager's report.  
Ray Hostetler, second. All in favor. Motion carried.

Financial Budget Report--Amy Salistean--printed copy attached

Joyce Daake moved to accept the Manager's report.  
Vi Stutzman, second. All in favor. Motion carried.

New Business:

- Discussion regarding CPR and Senior Specific First Aid Training availability.  
Ray Hostetler moved to have Amy proceed with the training.  
Vi Stutzman, second. All in favor. Motion carried.
- Movie committee discussion determined that the movie is to be decided ahead of time and posted so that seniors can plan accordingly.
- Salad Bar sign-up sheet was discussed. Current system works, so we will not change it.
- Limiting sweet snacks at coffee time is not an issue as we serve fruit and one sweet.  
Additional sweet treats are served when donated from seniors or friends of the Sr Center. Current systems works, so we will not change it.

Ray Hostetler moved that this meeting be adjourned. Vi Stutzman, second. All in favor.  
Motion carried.

Respectfully submitted,  
Joyce Daake, secretary